



## **Nomination Application for University of Indianapolis/Woodrow Wilson MBA in Education Leadership Program**

We are excited that you, a talented education leader in our community, want to take the opportunity to expand your skill set and network with others in your sector.

### **Eligibility Requirements**

- Minimum of two years of exemplary performance in teaching or counseling
- Valid Indiana educator license beyond the Initial Practitioner level for Rules 2002 or REPA, or Standard/Professional for Rules 46/47 or Bulletin 400 (Instructional or School Services Counseling)
- Demonstrate strong instructional leadership
- Advocate for children and families
- Consistently exhibit strong moral and ethical character
- Commit to serving as a licensed school assistant principal or principal for a minimum of 3 years
- Minimum 3.0 GPA for undergraduate degree and any subsequent graduate work
- GMAT or GRE Test taken or scheduled to be completed before fellow's on-campus interview date (early January 2015)

### **Selection Process**

Please take some time to tell us more about why our office should whole-heartedly support your nomination. The preliminary application process includes the following:

- Response to three (3) short-answer questions
- Recommendation from direct manager (or board chair if candidate reports directly to the board)

**Please submit the requested application materials to [oeicompliance@indy.gov](mailto:oeicompliance@indy.gov) no later than 6 pm on November 14, 2014. Please be sure to include your first and last name in the header of any document containing short answer responses.**

### **Short-Answer Questions**

1. Please explain why the MBA in Education Leadership is right for you and how it will increase your ability to improve positive life and academic outcomes for students (150 words or less).
2. How committed are you to continuing your work in Indianapolis after the completion of the program? What drives this commitment? (150 words or less).
3. Tell us about a time that you fostered leadership amongst your co-workers. (150 words or less)

### **Recommendation**

The University of Indianapolis and Woodrow Wilson Foundation in collaboration with Public Impact have determined characteristics of the ideal candidate (listed below). Please ask your direct manager ( or board chair, if applicable) to provide a brief recommendation that speaks to your ability to do the following:



## Drive for results

A relentless focus on learning results

- **Achievement:** The drive and actions to set challenging goals and reach a high standard of performance despite barriers.
- **Initiative and Persistence:** The drive and actions to do more than is expected or required in order to accomplish a challenging task.
- **Monitoring and Directiveness:** The ability to set clear expectations and to hold others accountable for performance.
- **Planning Ahead:** A bias towards planning in order to derive future benefits or to avoid problems.

## Influence for results

Working through and with others

- **Impact and Influence:** Acting with the purpose of affecting the perceptions, thinking and actions of others.
- **Team Leadership:** Assuming authoritative leadership of a group for the benefit of the organization.
- **Developing Others:** Influence with the specific intent to increase the short and long-term effectiveness of another person.

## Problem solve

Solving and simplifying complex problems

- **Analytical Thinking:** The ability to break things down in a logical way and to recognize cause and effect.
- **Conceptual Thinking:** The ability to see patterns and links among seemingly unrelated things.

Showing confidence to lead

Stays focused, committed, and self-assured

- **Self-Confidence:** A personal belief in one's ability to accomplish tasks and the actions that reflect that belief.

**Please ask your recommender to send the letter directly to [oeicompliance@indy.gov](mailto:oeicompliance@indy.gov) no later than 6pm on November 14, 2014. Again, please remember to include your first and last name in the header of short answer response document.**